

COLORADO WATER CONSERVATION BOARD

WATER SUPPLY RESERVE ACCOUNT APPLICATION FORM



Data Logger Installation Project, South Platte River Basin

Name of Water Activity/Project

Colorado Division of Water Resources

Name of Applicant

South Platte

Amount from Statewide Account:

Amount from Basin Account(s):

Total WSRA Funds Requested:

\$89,205.00

\$89,205.00

Approving Basin Roundtable(s)

(If multiple basins specify amounts in parentheses.)

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Required Exhibits

- Statement of Work, Budget, and Schedule
- Project Map
- As Needed (i.e. letters of support, photos, maps, etc.)

Appendices – Reference Material

- Program Information
- Insurance Requirements
- WSRA Standard Contract Information (Required for Projects Over \$100,000)
- W-9 Form (Required for All Projects Prior to Contracting)

Water Supply Reserve Account – Application Form

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Instructions

To receive funding from the Water Supply Reserve Account (WSRA), a proposed water activity must be approved by the local Basin Roundtable **AND** the Colorado Water Conservation Board (CWCB). The process for Basin Roundtable consideration and approval is outlined in materials in Appendix 1.

Once approved by the local Basin Roundtable, the applicant should submit this application **with a detailed statement of work including budget and schedule as Exhibit A** to CWCB staff by the application deadline.

WSRA applications are due with the roundtable letter of support 60 calendar days prior to the bi-monthly Board meeting at which it will be considered. Board meetings are held in January, March, May, July, September, and November. Meeting details, including scheduled dates, agendas, etc. are posted on the CWCB website at: <http://cwcb.state.co.us> Applications to the WSRA Basin Account are considered at every board meeting, while applications to the WSRA Statewide Account are only considered at the March and September board meetings.

When completing this application, the applicant should refer to the WSRA Criteria and Guidelines available at: <http://cwcb.state.co.us/LoansGrants/water-supply-reserve-account-grants/Documents/WSRACriteriaGuidelines.pdf>

The application, statement of work, budget, and schedule **must be submitted in electronic format** (Microsoft Word or text-enabled PDF are preferred) and can be emailed or mailed on a disk to:

Greg Johnson – WSRA Application
Colorado Water Conservation Board
1580 Logan Street, Suite 200
Denver, CO 80203
gregory.johnson@state.co.us

If you have questions or need additional assistance, please contact Greg Johnson at: 303-866-3441 x3249 or gregory.johnson@state.co.us.

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Part I. - Description of the Applicant (Project Sponsor or Owner);

1.	Applicant Name(s):	Colorado Division of Water Resources		
	Mailing address:	810 9 th St., Suite 200 Greeley, CO. 80631		
	Taxpayer ID#:	84-0644739 (Tax Exempt)		
	Primary Contact:	Brent Schantz	Position/Title:	River Operations Coordinator
	Email:	Brent.schantz@state.co.us		
	Phone Numbers:	Cell: 970-381-8159	Office:	970-352-8712 x 1217
	Alternate Contact:	David Nettles	Position/Title:	Division Engineer
	Email:	David.nettles@state.co.us		
	Phone Numbers:	Cell: 970-590-1472	Office:	970-352-8712 x 1208

2. Eligible entities for WSRA funds include the following. What type of entity is the Applicant?

- ☒ Public (Government) – municipalities, enterprises, counties, and State of Colorado agencies. Federal agencies are encouraged to work with local entities and the local entity should be the grant recipient. Federal agencies are eligible, but only if they can make a compelling case for why a local partner cannot be the grant recipient.
- ☐ Public (Districts) – authorities, Title 32/special districts, (conservancy, conservation, and irrigation districts), and water activity enterprises.
- ☐ Private Incorporated – mutual ditch companies, homeowners associations, corporations.
- ☐ Private individuals, partnerships, and sole proprietors are eligible for funding from the Basin Accounts but not for funding from the Statewide Account.
- ☐ Non-governmental organizations – broadly defined as any organization that is not part of the government.

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3. Provide a brief description of your organization:

The Contracting Agency for this project will be the Colorado Division of Water Resources. DWR is a state agency in the Department of Natural Resources. Division 1 encompasses the South Platte, Republican, and Laramie drainages within the state, approximately the northeast quarter of the state. Among other responsibilities, Division 1 has been given the responsibility for administration of water rights in these basins under the prior appropriation doctrine. This doctrine can be found in the State constitution along with statutes. The key statutes under which administration authority has been given to DWR may be found in Article 80 and Article 92.

For this application, the applicants are also acting on behalf of various users along the main stem of the South Platte and its northern tributaries. As described further in the application, both the water users and DWR will be the beneficiaries of the project installations resulting from the grant funds. DWR is a small government agency that receives the bulk of its funding from the General Fund. This funding goes toward operating costs such as mileage for Water Commissioners and there is no excess that could be applied to the project to install data-loggers as described further in the application.

4. If the Contracting Entity is different then the Applicant (Project Sponsor or Owner) please describe the Contracting Entity here.
5. Successful applicants will have to execute a contract with the CWCB prior to beginning work on the portion of

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the project funded by the WSRA grant. In order to expedite the contracting process the CWCB has established a standard contract with provisions the applicant must adhere to. A link to this standard contract is included in Appendix 3. Please review this contract and check the appropriate box.

☒ The Applicant will be able to contract with the CWCB using the Standard Contract

☐ The Applicant has reviewed the standard contract and has some questions/issues/concerns. Please be aware that any deviation from the standard contract could result in a significant delay between grant approval and the funds being available.

6. The Tax Payer Bill of Rights (TABOR) may limit the amount of grant money an entity can receive. Please describe any relevant TABOR issues that may affect the applicant.

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Part II. - Description of the Water Activity/Project

1. What is the primary purpose of this grant application? (Please check only one)

☐

Nonconsumptive (Environmental or Recreational)

☐

Agricultural

☐

Municipal/Industrial

☐

Needs Assessment

☐

Education

☒

Other

Explain: Structural project

2. If you feel this project addresses multiple purposes please explain.

3. Is this project primarily a study or implementation of a water activity/project? (Please check only one)

☐

Study

☒

Implementation

4. To catalog measurable results achieved with WSRA funds can you provide any of the following numbers?

New Storage Created (acre-feet)

New Annual Water Supplies Developed, Consumptive or Nonconsumptive (acre-feet)

Existing Storage Preserved or Enhanced (acre-feet)

Length of Stream Restored or Protected (linear feet)

Length of Pipe/Canal Built or Improved (linear feet)

Efficiency Savings (acre-feet/year OR dollars/year – **circle one**)

Area of Restored or Preserved Habitat (acres)

Other -- Explain:

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4. To help us map WSRA projects please include a map (Exhibit B) and provide the general coordinates below:

Latitude:

Attached map

Longitude:

5. Please provide an overview/summary of the proposed water activity (no more than one page). Include a description of the overall water activity and specifically what the WSRA funding will be used for. A full **Statement of Work** with a detailed budget and schedule is required as **Exhibit A** of this application.

This project would allow installation of stage discharge data loggers on 66 diversion structures and return flow augmentation structures on or within 44 different ditch systems. The principle focus will be on structures on the main stem of the South Platte downstream of Denver (Districts 2, 1 and 64) and in those districts tributary to the South Platte, including District 7 (Clear Creek), District 6 (Boulder Creek), and District 3 (Cache la Poudre). Data loggers and telemetry have already been set up on most major diversion structures downstream of Denver in a prior cooperative program between Northern Water, LSPWCD, SVLHWCD and DWR. The South Platte Roundtable previously approved funding requests for \$48,800 and \$46,000 for data loggers and cell phone telemetry. All of the equipment secured with this funding have been installed and are in successful operation. This application for funding is a continuation of the project started with this previous funding.

The only cost associated with this grant will be to purchase equipment. As in-kind service, purchased equipment will be installed in coordination with the various water users (Ditch Companies, Augmentation Plans and Municipalities) by DWR. This in-kind contribution will be the purchase of a 12 volt gell cell battery (\$75) by the appropriate water user and assistance with installation and programming by DWR if needed (usually no more than 1 hour per site). There are several sites where the water user will be installing new infrastructure; these costs range from \$700 - \$10,000. In addition, DWR will work with the respective Water Commissioners to display data on the DWR FTP site as requested by water users.

Data loggers allow for continuous information for water users and water administrators concerning flows and the more efficient use of administrative staff resources. The project will provide an excellent complement to the State's existing diversion and stream gage satellite program and is also complimentary to the work being done for the Colorado Decision Support System in obtaining better data concerning river flows and diversions and for the Alluvial Aquifer Accretion/Depletion Analysis Tool (AAADAT) program which received a WSRA Statewide Grant.

While the installation of this equipment will help with administration because of the more timely availability of information on all diversions, the primary benefit of this grant will be to eliminate

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the workload of ditch users and water commissioners to break down charts and allow flexibility in administration by not requiring said users to change a chart on an eight day schedule.

The data loggers allow near real time accounting to occur for augmentation of wells and diversions. This is extremely critical in the case of augmentation as real time information is necessary to determine recharge and direct flow credits to assure there is not an injury to senior water rights.

In summary, maximizing the use of existing supplies within the basin for decreed purposes with existing infrastructure is the first step in meeting the future needs of users along the South Platte and its tributaries. The increase in the use of data loggers has improved administration because DWR staff is able to spend more time administering water rights and less time breaking down charts. The use of data loggers also allows data to be made available in a timelier manner.

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Part III. – Threshold and Evaluation Criteria

1. Describe how the water activity meets these **Threshold Criteria**. (Detailed in Part 3 of the Water Supply Reserve Account Criteria and Guidelines.)

- a) The water activity is consistent with Section 37-75-102 Colorado Revised Statutes.¹

The proposed Grant would positively enhance the current system of allocating water within the state. The grant would not affect any contractual agreement between parties or in any other way be inconsistent with Section 37-75-102 Colorado Revised Statutes.

- b) The water activity underwent an evaluation and approval process and was approved by the Basin Roundtable (BRT) and the application includes a description of the results of the BRTs evaluation and approval of the activity. At a minimum, the description must include the level of agreement reached by the roundtable, including any minority opinion(s) if there was not general agreement for the activity. The description must also include reasons why general agreement was not reached (if it was not), including who opposed the activity and why they opposed it. Note- If this information is included in the letter from the roundtable chair simply reference that letter.

(It is anticipated that a letter from Basin Roundtable will be attached to this application)

¹ 37-75-102. Water rights - protections. (1) It is the policy of the General Assembly that the current system of allocating water within Colorado shall not be superseded, abrogated, or otherwise impaired by this article. Nothing in this article shall be interpreted to repeal or in any manner amend the existing water rights adjudication system. The General Assembly affirms the state constitution's recognition of water rights as a private usufructuary property right, and this article is not intended to restrict the ability of the holder of a water right to use or to dispose of that water right in any manner permitted under Colorado law. (2) The General Assembly affirms the protections for contractual and property rights recognized by the contract and takings protections under the state constitution and related statutes. This article shall not be implemented in any way that would diminish, impair, or cause injury to any property or contractual right created by intergovernmental agreements, contracts, stipulations among parties to water cases, terms and conditions in water decrees, or any other similar document related to the allocation or use of water. This article shall not be construed to supersede, abrogate, or cause injury to vested water rights or decreed conditional water rights. The General Assembly affirms that this article does not impair, limit, or otherwise affect the rights of persons or entities to enter into agreements, contracts, or memoranda of understanding with other persons or entities relating to the appropriation, movement, or use of water under other provisions of law.

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- c) The water activity meets the provisions of Section 37-75-104(2), Colorado Revised Statutes.² The Basin Roundtable Chairs shall include in their approval letters for particular WSRA grant applications a description of how the water activity will assist in meeting the water supply needs identified in the basin roundtable's consumptive and/or non-consumptive needs assessments.

The proposed grant meets the provisions of 37-92-104 (2). Specifically, the grant will allow for better administration of water by allowing more efficient use of water administrators' time and by making available more timely flow information to water users within the basin. Individual entities will be enabled to better monitor and manage their water rights and diversion operations by having data loggers purchased with grant funds.

- d) Matching Requirement: For requests from the Statewide Fund, the applicants is required to demonstrate a **20 percent** (or greater) match of the request from the Statewide Account. Statewide requests must also include a minimum match of **5 percent** of the total grant amount from Basin Funds. Sources of matching funds include but are not limited to Basin Funds, in-kind services, funding from other sources, and/or direct cash match. Past expenditures directly related to the project may be considered as matching funds if the expenditures occurred within 9 months of the date the application was submitted to the CWCB. Please describe the source(s) of matching funds. (NOTE: These matching funds should also be reflected in your Detailed Budget in **Exhibit A** of this application)

² 37-75-104 (2) (c). Using data and information from the Statewide Water Supply Initiative and other appropriate sources and in cooperation with the on-going Statewide Water Supply Initiative, develop a basin-wide consumptive and nonconsumptive water supply needs assessment, conduct an analysis of available unappropriated waters within the basin, and propose projects or methods, both structural and nonstructural, for meeting those needs and utilizing those unappropriated waters where appropriate. Basin Roundtables shall actively seek the input and advice of affected local governments, water providers, and other interested stakeholders and persons in establishing its needs assessment, and shall propose projects or methods for meeting those needs. Recommendations from this assessment shall be forwarded to the Interbasin Compact Committee and other basin roundtables for analysis and consideration after the General Assembly has approved the Interbasin Compact Charter.

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2. For Applications that include a request for funds from the **Statewide Account**, describe how the water activity/project meets all applicable **Evaluation Criteria**. (Detailed in Part 3 of the Water Supply Reserve Account Criteria and Guidelines and repeated below.) Projects will be assessed on how well they meet the Evaluation Criteria. **Please attach additional pages as necessary.**

Evaluation Criteria – the following criteria will be utilized to further evaluate the merits of the water activity proposed for funding from the Statewide Account. In evaluation of proposed water activities, preference will be given to projects that meet one or more criteria from each of the three “tiers” or categories. Each “tier” is grouped in level of importance. For instance, projects that meet Tier 1 criteria will outweigh projects that only meet Tier 3 criteria. WSRA grant requests for projects that may qualify for loans through the CWCB loan program will receive preference in the Statewide Evaluation Criteria if the grant request is part of a CWCB loan/WSRA grant package. For these CWCB loan/WSRA grant packages, the applicant must have a CWCB loan/WSRA grant ratio of 1:1 or higher. Preference will be given to those with a higher loan/grant ratio.

Tier 1: Promoting Collaboration/Cooperation and Meeting Water Management Goals and Identified Water Needs

- a. The water activity addresses multiple needs or issues, including consumptive and/or non-consumptive needs, or the needs and issues of multiple interests or multiple basins. This can be demonstrated by obtaining letters of support from other basin roundtables (in addition to an approval letter from the sponsoring basin).
- b. The number and types of entities represented in the application and the degree to which the activity will promote cooperation and collaboration among traditional consumptive water interests and/or non-consumptive interests, and if applicable, the degree to which the water activity is effective in addressing intrabasin or interbasin needs or issues.
- c. The water activity helps implement projects and processes identified as helping meet Colorado’s future water needs, and/or addresses the gap areas between available water supply and future need as identified in SWSI or a roundtable’s basin-wide water needs assessment.

Tier 2: Facilitating Water Activity Implementation

- d. Funding from this Account will reduce the uncertainty that the water activity will be implemented. For this criterion the applicant should discuss how receiving funding from the Account will make a significant difference in the implementation of the water activity (i.e., how will receiving funding enable the water activity to move forward or the inability obtaining funding elsewhere).
- e. The amount of matching funds provided by the applicant via direct contributions, demonstrable in-kind contributions, and/or other sources demonstrates a significant & appropriate commitment to the project.

Tier 3: The Water Activity Addresses Other Issues of Statewide Value and Maximizes Benefits

- f. The water activity helps sustain agriculture & open space, or meets environmental or recreational needs.
- g. The water activity assists in the administration of compact-entitled waters or addresses problems related to compact entitled waters and compact compliance and the degree to which the activity promotes maximum utilization of state waters.
- h. The water activity assists in the recovery of threatened and endangered wildlife species or Colorado State species of concern.
- i. The water activity provides a high level of benefit to Colorado in relationship to the amount of funds requested.
- j. The water activity is complimentary to or assists in the implementation of other CWCB programs.

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Continued: Explanation of how the water activity/project meets all applicable **Evaluation Criteria**.
Please attach additional pages as necessary.

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Part IV. – Required Supporting Material

1. **Water Rights, Availability, and Sustainability** – This information is needed to assess the viability of the water project or activity. Please provide a description of the water supply source to be utilized, or the water body to be affected by, the water activity. This should include a description of applicable water rights, and water rights issues, and the name/location of water bodies affected by the water activity.

The source of supply for the particular structures is the South Platte River and its tributaries from Denver to the state line. This encompasses Water District 1, 2, and 64. The tributaries to be included on the project include the Cache la Poudre, Clear Creek and Boulder Creek District 3, 7 and 6 respectively.

The South Platte and its tributaries are all over-appropriated which means the demand for water along the South Platte exceeds the supply. In the last few years, there has been a shortage of water on the main stem during the majority of the year resulting in a call on the river. This is in contrast to historic river conditions when there has been a free river for longer periods.

2. Please provide a brief narrative of any related studies or permitting issues.

In 2006 Northern Water in coordination with DWR, LSPWCD, and individual ditch companies completed a study to determine how best to provide near real time information on diversions. In the study, Northern Water, DWR and LSPWCD tested a combination of data collecting devices and telemetry options to determine which combination worked best. As a result of this work and operational experience Division 1 staff, Northern Water, and LSPWCD have determined that stage discharge data loggers along with cell phone modems provide the best alternative at this time to provide real time flow information needed for effective water administration and operation by ditch companies.

The installation of data loggers and telemetry in District 1, 2, 3, 4, 5, 6 and 64 has been a huge success. The installation of data loggers has been the only way to handle the explosion of data requirements associated with construction of several hundred new recharge facilities. With the information from data loggers, both users and DWR staff have been able to turn around recharge within a matter of days allowing for users to obtain credit for recharge accretions

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immediately when appropriate. The increase in diversion and stream flow data on the web has improved administration because users and DWR staff are immediately aware of any problems associated with diversion quantities. It also has improved trust between users by providing real time information and confirmation that all users are operating in accordance with their water rights.

3. Statement of Work, Detailed Budget, and Project Schedule

See attached Exhibit A

The statement of work will form the basis for the contract between the Applicant and the State of Colorado. In short, the Applicant is agreeing to undertake the work for the compensation outlined in the statement of work and budget, and in return, the State of Colorado is receiving the deliverables/products specified. **Please note that costs incurred prior to execution of a contract or purchase order are not subject to reimbursement.** All WSRA funds are disbursed on a reimbursement basis after review invoices and appropriate backup material.

Please provide a detailed statement of work using the template in Exhibit A. Additional sections or modifications may be included as necessary. Please define all acronyms and include page numbers.

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REPORTING AND FINAL DELIVERABLE

Reporting: The applicant shall provide the CWCB a progress report every 6 months, beginning from the date of the executed contract. The progress report shall describe the completion or partial completion of the tasks identified in the statement of work including a description of any major issues that have occurred and any corrective action taken to address these issues.

Final Deliverable: At completion of the project, the applicant shall provide the CWCB a final report that summarizes the project and documents how the project was completed. This report may contain photographs, summaries of meetings and engineering reports/designs.

PAYMENT

Payment will be made based on actual expenditures and invoicing by the applicant. Invoices from any other entity (i.e. subcontractors) cannot be processed by the State. The request for payment must include a description of the work accomplished by major task, and estimate of the percent completion for individual tasks and the entire water activity in relation to the percentage of budget spent, identification of any major issues and proposed or implemented corrective actions. The last 5 percent of the entire water activity budget will be withheld until final project/water activity documentation is completed. All products, data and information developed as a result of this grant must be provided to the CWCB in hard copy and electronic format as part of the project documentation. This information will in turn be made widely available to Basin Roundtables and the general public and help promote the development of a common technical platform.

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The above statements are true to the best of my knowledge:

Signature of Applicant:



Print Applicant's Name: Brent Schantz, DWR

Project Title: Data Logger Installation Project, South Platte Basin

Return an electronic version (hardcopy may also be submitted) of this application to:

Greg Johnson – WSRA Application
Colorado Water Conservation Board
1580 Logan Street, Suite 200
Denver, CO 80203
gregory.johnson@state.co.us

Exhibit A
Statement of Work

WATER ACTIVITY NAME – Data Logger Installation Project, South Platte River Basin

GRANT RECIPIENT – Colorado Division of Water Resources

FUNDING SOURCE – South Platte Basin Account

INTRODUCTION AND BACKGROUND

Provide a brief description of the project.

This project would allow installation of 66 Sutron Stage Discharge Recorders (SDR) on diversion structures and return flow augmentation structures to provide more efficient and flexible use of Water Commissioner and ditch personnel time and allow a timelier distribution of data to water users. These recorders (data loggers) may replace chart type recorders that require charts to be changed on an eight day schedule and require Water Commissioners and /or ditch personnel to work the charts by hand to obtain the necessary data. The recorders will be placed on measuring structures in Districts 1, 2, 3, 6, 7 and 64.

OBJECTIVES

List the objectives of the project

Data loggers allow for continuous information for users and Water Commissioners concerning diversions and returns of water by allowing multiple users to access the same data instead of a chart that has to be broken down and the results dispersed at a later date. The project will provide an excellent complement to previous projects funded by the South Platte Basin Roundtable WSR and is also complimentary to the work being done for the Colorado Decision Support System in obtaining better data concerning river flows and diversions. Near real time data will also be required for the Alluvial Aquifer Accretion/Depletion Analysis Tool (AAADAT) when completed. The use of data loggers is imperative for this tool to be successful. The greatest objective is to allow Water Commissioners greater efficiency and flexibility in dealing with the ever increasing data for the diversion of water.

The focus of this project will be on structures in Districts 1, 2, 3, 6, 7 and 64. Data loggers and telemetry have already been set up on most major diversion structures along the main stem South Platte and

Big Thompson and St. Vrain tributaries in a cooperative program between Northern Water, Lower South Platte Water Conservancy District, St. Vrain Left Hand Water Conservancy District and the Colorado Division of Water Resources with awards from previous WSRAs grants.

TASKS

Provide a detailed description of each task using the following format

TASK 1 – Site Identification

Make final identification of the sites to install data loggers.

Presently the following sites have been selected for installation of equipment based on identification by Water Commissioners.

District 1:

- JB Cooke Ditch
- Oliver Ditch
- Lone tree Ditch
- Ogilvy from Lone Tree Structure
- Deuel and Snyder end of ditch structure
- Silz recharge site
- Prince recharge site
- Fuchs recharge site
- Eschen recharge site
- Milliron recharge site
- Kiowa recharge site
- Lost Creek West recharge site
- Dearfield recharge site
- Hart-Langford recharge site
- Christensen recharge site
- Bath recharge site
- South Side recharge site
- Good recharge site
- Reed East recharge site
- Reed SE recharge site
- Public Service #1 recharge site
- Public Service #2 recharge site

District 2:

- Thompson Ditch
- Yoxall Ditch
- Slate Ditch
- Abbett Ditch
- Union Seep Ditch
- Hodgson Ditch

- Jay Thomas Ditch
- Slate Tail end structure
- Beeman St. Vrain power Plant flume
- Beeman return
- St. Vrain power plant return
- Union Bypass structure

District 3:

- Munroe Ditch
- North Poudre Ditch
- Pleasant Valley Ditch
- Poudre Valley Ditch
- Larimer County Ditch
- Jackson Ditch
- Little Cache Ditch
- Taylor and Gill Ditch
- Taft recharge
- John R. Brown Ditch
- Claymore Return
- Lake Canal
- Boxelder recharge
- Whitney Canal
- Jones Ditch
- Ogilvy Ditch

District 6:

- Schearer Ditch
- Rural Ditch
- Anderson Ditch
- Cannon Ditch
- South Boulder Ditch

District 7:

- Reno Juchem Ditch
- Slough Ditch
- Lee, Stewart & Eskins Ditch

District 64:

- JID Harms recharge
- McKinstry recharge
- Farmers Grain recharge
- Schuman recharge
- Sandhill G2 recharge
- Sandhill lake recharge
- Sandhill Smith recharge
- Kautz recharge

The locations of a few sites may be subject to change based on final coordination with Water Commissioners and water users. **All funds will be used to purchase Sutron Data Recorder packages.**

TASK 2 – Equipment Purchase

Procurement of all necessary equipment will be completed as soon as we receive a *Notice to Proceed* with the grant. Equipment is the only cost associated with this grant application and only one invoice will be required. Sutron should be able to ship out all equipment within two weeks of order.

TASK 3 – Installation

The equipment will be installed in coordination with the various ditch companies and Colorado Division of Water Resources personnel. There will be no costs associated with installation of equipment as these costs will be absorbed by the ditch companies.

REPORTING AND FINAL DELIVERABLE

Reporting: The applicant shall provide the CWCB a progress report every 6 months, beginning from the date of the executed contract. The progress report shall describe the completion or partial completion of the tasks identified in the statement of work including a description of any major issues that have occurred and any corrective action taken to address these issues.

Final Deliverable: At completion of the project, the applicant shall provide the CWCB a final report that summarizes the project and documents how the project was completed. This report may contain photographs, summaries of meetings and engineering reports/designs.

BUDGET

Provide a detailed budget by task including number of hours and rates for labor and unit costs for other direct costs (i.e. mileage, \$/unit of material for construction, etc.). A detailed and perfectly balanced budget that shows all costs is required for the State's contracting and purchase order processes. Sample budget tables are provided below. Please note that these budget tables are examples and will need to be adapted to fit each individual application. Tasks should correspond to the tasks described above.

Equipment and freight are the only costs associated with this grant application any other costs will be absorbed by the ditch companies. All equipment will be invoiced by one vendor, Sutron.

Item	Unit Cost	Units	Total Cost
Stage Discharge Recorder	\$1004.00	66	\$66264.00
Float wheel 375mm	\$132.00	66	\$8712.00
Float	\$84.00	66	\$5544.00
Beaded Cable	\$14.00	330'	\$4620.00
Counterweight	\$26.00	66	\$1716.00
End hook set	\$23.00	66	\$1518.00
Cost for Equipment			\$88,374.00
Freight			\$831.00
Total Cost			\$89,205.00

SCHEDULE

Provide a project schedule including key milestones for each task and the completion dates or time period from the Notice to Proceed (NTP). This dating method allows flexibility in the event of potential delays from the procurement process. Sample schedules are provided below. Please note that these schedules are examples and will need to be adapted to fit each individual application.

Data Logger Installation Project – South Platte Basin Schedule

Task	Start Date	Finish Date
1	Upon NTP	Upon NTP
2	Upon NTP	NTP + 30 days
3	Task 2 Finish Date	Task 2 Finish Date +30 days
Final Report		Task 3 Finish Date +30 days

NTP = Notice to Proceed

PAYMENT

Payment will be made based on actual expenditures and invoicing by the applicant. Invoices from any other entity (i.e. subcontractors) cannot be processed by the State. The request for payment must include a description of the work accomplished by major task, and estimate of the percent completion for individual tasks and the entire water activity in relation to the percentage of budget spent, identification of any major issues and proposed or implemented corrective actions. The last 5 percent of the entire water activity budget will be withheld until final project/water activity documentation is completed. All products, data and information developed as a result of this grant must be provided to the CWCB in hard copy and electronic format as part of the project documentation. This information will in turn be made widely available to Basin Roundtables and the general public and help promote the development of a common technical platform.

Appendix 1

Reference Information

The following information is available via the internet. The reference information provides additional detail and background information.

- Water Supply Reserve Account main webpage:
 - <http://cwcb.state.co.us/LoansGrants/water-supply-reserve-account-grants/Pages/main.aspx>
- Water Supply Reserve Account – Basin Fund Application Details:
 - <http://cwcb.state.co.us/LoansGrants/water-supply-reserve-account-grants/Pages/BasinWaterSupplyReserveAccountGrants.aspx>
- Water Supply Reserve Account – Statewide Fund Application Details:
 - <http://cwcb.state.co.us/LoansGrants/water-supply-reserve-account-grants/Pages/StatewideWaterSupplyReserveAccountGrants.aspx>
- Colorado Water Conservation Board main website:
 - <http://cwcb.state.co.us/>
- Interbasin Compact Committee and Basin Roundtables:
 - <http://cwcb.state.co.us/about-us/about-the-ibcc-brts/Pages/main.aspx/Templates/BasinHome.aspx>
- House Bill 05-1177 – (Also known as the Water for the 21st Century Act):
 - <http://cwcbweblink.state.co.us/DocView.aspx?id=105662&searchhandle=28318>
- House Bill 06-1400 – (Adopted the Interbasin Compact Committee Charter):
 - <http://cwcbweblink.state.co.us/DocView.aspx?id=21291&searchhandle=12911>
- Senate Bill 06-179 – (Created the Water Supply Reserve Account):
 - <http://cwcbweblink.state.co.us/DocView.aspx?id=21379&searchhandle=12911>
- Statewide Water Supply Initiative 2010:
 - <http://cwcb.state.co.us/water-management/water-supply-planning/Pages/SWSI2010.aspx>

Appendix 2

Insurance Requirements

NOTE: The following insurance requirements taken from the standard contract apply to WSRA projects that exceed \$25,000 in accordance with the policies of the State Controller's Office. Proof of insurance as stated below is necessary prior to the execution of a contract.

13. INSURANCE

Grantee and its Sub-grantees shall obtain and maintain insurance as specified in this section at all times during the term of this Grant: All policies evidencing the insurance coverage required hereunder shall be issued by insurance companies satisfactory to Grantee and the State.

A. Grantee

i. Public Entities

If Grantee is a "public entity" within the meaning of the Colorado Governmental Immunity Act, CRS §24-10-101, et seq., as amended (the "GIA"), then Grantee shall maintain at all times during the term of this Grant such liability insurance, by commercial policy or self-insurance, as is necessary to meet its liabilities under the GIA. Grantee shall show proof of such insurance satisfactory to the State, if requested by the State. Grantee shall require each Grant with Sub-grantees that are public entities, providing Goods or Services hereunder, to include the insurance requirements necessary to meet Sub-grantee's liabilities under the GIA.

ii. Non-Public Entities

If Grantee is not a "public entity" within the meaning of the GIA, Grantee shall obtain and maintain during the term of this Grant insurance coverage and policies meeting the same requirements set forth in §13(B) with respect to sub-Grantees that are not "public entities".

B. Sub-Grantees

Grantee shall require each Grant with Sub-grantees, other than those that are public entities, providing Goods or Services in connection with this Grant, to include insurance requirements substantially similar to the following:

i. Worker's Compensation

Worker's Compensation Insurance as required by State statute, and Employer's Liability Insurance covering all of Grantee and Sub-grantee employees acting within the course and scope of their employment.

ii. General Liability

Commercial General Liability Insurance written on ISO occurrence form CG 00 01 10/93 or equivalent, covering premises operations, fire damage, independent Grantees, products and completed operations, blanket Grantual liability, personal injury, and advertising liability with minimum limits as follows: (a) \$1,000,000 each occurrence; (b) \$1,000,000 general aggregate; (c) \$1,000,000 products and completed operations aggregate; and (d) \$50,000 any one fire. If any aggregate limit is reduced below \$1,000,000 because of claims made or paid, Sub-grantee shall immediately obtain additional insurance to restore the full aggregate limit and furnish to Grantee a certificate or other document satisfactory to Grantee showing compliance with this provision.

iii. Automobile Liability

Automobile Liability Insurance covering any auto (including owned, hired and non-owned autos) with a minimum limit of \$1,000,000 each accident combined single limit.

iv. Additional Insured

Grantee and the State shall be named as additional insured on the Commercial General Liability and Automobile Liability Insurance policies (leases and construction Grants require additional insured coverage for completed operations on endorsements CG 2010 11/85, CG 2037, or equivalent).

v. Primacy of Coverage

Coverage required of Grantee and Sub-grantees shall be primary over any insurance or self-insurance program carried by Grantee or the State.

vi. Cancellation

The above insurance policies shall include provisions preventing cancellation or non-renewal without at least 45 days prior notice to the Grantee and the State by certified mail.

vii. Subrogation Waiver

All insurance policies in any way related to this Grant and secured and maintained by Grantee or its Sub-grantees as required herein shall include clauses stating that each carrier shall waive all rights of recovery, under subrogation or otherwise, against Grantee or the State, its agencies, institutions, organizations, officers, agents, employees, and volunteers.

C. Certificates

Grantee and all Sub-grantees shall provide certificates showing insurance coverage required hereunder to the State within seven business days of the Effective Date of this Grant. No later than 15 days prior to the expiration date of any such coverage, Grantee and each Sub-grantee shall deliver to the State or Grantee certificates of insurance evidencing renewals thereof. In addition, upon request by the State at any other time during the term of this Grant or any sub-grant, Grantee and each Sub-grantee shall, within 10 days of such request, supply to the State evidence satisfactory to the State of compliance with the provisions of this **§13**.

Appendix 3

Water Supply Reserve Account Standard Contract Information

NOTE: The standard contract is required for WSRA projects that exceed \$100,000. (Projects under this amount will normally be funded through a purchase order process.) Applicants are encouraged to review the standard contract to understand the terms and conditions required by the State in the event a WSRA grant is awarded. Significant changes to the standard contract require approval of the State Controller's Office and often prolong the contracting process.

It should also be noted that grant funds to be used for the purchase of real property (e.g. water rights, land, conservation easements, etc.) will require additional review and approval. In such cases applicants should expect the grant contracting process to take approximately 3 to 6 months from the date of CWCB approval.

The standard contract is available here under the header "Additional Resources" on the right side:

<http://cwcb.state.co.us/LoansGrants/water-supply-reserve-account-grants/Pages/BasinWaterSupplyReserveAccountGrants.aspx>

Appendix 4

W-9 Form

NOTE: A completed W-9 form is required for all WSRA projects prior execution of a contract or purchase order. Please submit this form with the completed application.